



# The Gazette of Meghalaya

PUBLISHED BY AUTHORITY

---

No. 26

Shillong, Thursday, June 30, 2022

9th Asadha, 1944 (S. E.)

---

*Separate paging is given on this part in order that it may be filed as a separate compilation.*

---

## PART-IIA

GOVERNMENT OF MEGHALAYA

---

### NOTIFICATIONS

The 6th June, 2022.

**No.AGRI(E)59/2011/162.** - The Governor of Meghalaya is pleased to make the following amendment to the *proviso* under sub-rule (3) of Rule 7 of the Meghalaya Agriculture Engineering (Mechanical) Service Rules, 2018, as under:-

“Provided that the total number of persons recruited under clause (a) above shall not at any time exceed 30% of the total strength in that Grade of Service”.

**SIBHI C. SADHU,**

Secretary to the Government of Meghalaya,  
Department of Agriculture and Farmers Welfare.

The 8th June, 2022.

**Reference:- This Department's Notification No.AGRI(E) 75/2019/Pt/48-C, dated 4th January, 2021.**

**No.AGRI(E)188/86/120.**— In continuation to this Department's Notification under reference, I am directed to inform you that the terms & conditions of deputation of Shri James Warren Sangma Joint Managing Director, MgSFAC, Shillong are as follows:-

**Terms & Conditions**

1. Period of Deputation With effect from 11th February, 2021, till the date of handing over charge of the post of Joint Managing Director, MgSFAC, Shillong with deputation allowance/without deputation allowances.
2. Pay During the period of deputation, the Officer will be entitled to draw his own grade pay and allowances as admissible under State Government Rules *plus* deputation (duty) allowance as laid down in the O.M.No.FEG.74/92/365, dated 17th August, 2010 and Corrigendum No.FEG.74/72/367, dated 3rd September, 2010.
3. Dearness Allowances etc. The Officer will be entitled to the dearness allowances under the rules of his parent Government or under the rules of Foreign Employer/borrowing Government according to his option to retain his scale of pay under the parent Government or he draws pay in the scale of pay attached of the post under the Foreign Employer/borrowing Government.
4. Joining time T.A./D.A. The Officer will be entitled to joining time and T.A./D.A. both on joining the post of deputation and on reversion there from to the parent Government under the rules of the Foreign Employer. The expenditure for the purpose will be borne by the Foreign Employer. T.A./D.A. for journeys performed on tour in connection with the work of the Foreign Employer will be paid by and under the rules of the Foreign Employer (in case of deputation to other State Governments including Government of India joining time, Pay and T.A. will be regulated as per provision laid down in Appendix 3-B of Account Code Vol. I).
5. Leave Salary of Pension Contribution The Foreign Employer will be liable to pay the leave salary and pension contribution according to the rate in force from time to time. Regarding payment of leave salary, the procedure laid down in O.M.No.FEG. 74/72/114, dated 4th November, 1975, shall apply. (In case of deputation to other Governments; including Government of India, General Principles as laid down in Account Code Vol.-I, shall apply).

- 
- |   |   |
|---|---|
| 6. Leave Salary during Disability Leave             | The Foreign Employer will be liable to pay the leave salary in respect of any disability incurred in and through service under the Foreign Employer even if such disability manifests itself after the termination of the service under the Foreign Employer.                   |
| 7. Pension or Contribution Provident Fund           | The Officer will not be allowed to join any Pension or Contributory Provident Fund Scheme.  |
| 8. Medical Facilities                               | The Foreign Employer/borrowing Government will provide the medical facilities not inferior to those which the Officer would have been enjoyed in his parent Government but for his deputation.  |
| 9. Grant of Gratuity or Pension for injury or Death | The Foreign Employer will be responsible for payment of any gratuity or pension that may be admissible under the rules if any injury is sustained or death occurs during the services under the Foreign Employer.   |
| 10. Compensatory Allowances                         | The whole expenditure in respect of any compensatory allowances for the period of leave during, and/or at the end of services under the Foreign Employer/borrowing Government before he joins his Parent Government will be borne by the Foreign Employer/borrowing Government. |
| 11. Local Allowance                                 | The Officer will be entitled to the Local (City) allowance, House rent allowance and other local allowances according to the rules of the Foreign Employer/borrowing Government.  |
| 12. Bonus   | The Officer will be entitled to the Bonus if any, at the rate as declared and allowed by the Foreign Employer to its employees if he opts the scale of pay of the deputation post.  |
| 13. Leave Rules                                     | The Officer will remain subject to Leave Rules applicable to the Service of which he is a member.   |
| 14. Travelling Concession                           | The Officer will be entitled to Leave Travel Concession from the Foreign Employer/borrowing Government on the scale he is entitled to under the Parent Government and the cost of such concession will be borne by the Foreign Employer/borrowing Government.                   |
| 15. Residential Accommodation                       | The Officer will be entitled to the residential accommodation according to the Rules of his parent Government (or the Rules of the Foreign  |

Employer/ borrowing Government according to his option to draw his own grade pay or the scale of pay of the deputation post) and the expenditure should be borne by the Foreign Employer/borrowing Government.

16. Moveable &  
Immoveable  
properties

The Officer will regularly furnish returns of Movable and Immoveable properties owned by him to his Parent Government.

17. Commencement &  
Termination

The date of Commencement of the Service on deputation will be the date of Deputation Services of the officer handed over charge of the post in his Parent Department Office and the date of termination will be the date he takes over charges of the post in his Parent Department Office as provided under the Meghalaya Fundamental Rules & Subsidiary Rules, 1984.

**S. R. MARAK,**

Joint Secretary to the Govt. of Meghalaya,  
Department of Agriculture & Farmers' Welfare.



The 14th June, 2022.

**No.Tourism.33/2022/22.** - The Governor of Meghalaya is please to notify the Tourism Sites and Attraction Development & Management Framework Document 2022 for promoting and empowering community level institution and to attain sustainable tourism development in the State.

**VIJAY KUMAR D,**  
Commissioner to the Govt. of Meghalaya,  
Tourism Department.

Contents in the Tourism Sites & Attraction Development & Management Framework

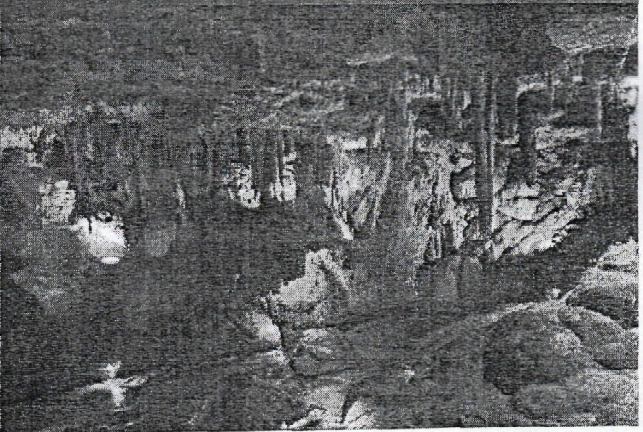
Items	Notification
Chapter-I	Introduction
Chapter-II	Objectives of the Framework
Chapter-III	Targeted beneficiaries of the Framework
Chapter-IV	Minimum and Recommended Tourism Infrastructure and Amenities
Chapter-V	Implementation Mechanism
Chapter-VI	Implementation of the Framework
Chapter-VII	Additional Functions of the DSPS
Chapter-VIII	Financial outlay



सत्यमेव जयते



## Tourism Sites and Attractions Development and Management Framework



Department of Tourism  
Government of Meghalaya

June 2022

---

Contents

1. Introduction .....	3
2. Objectives of the Framework .....	3
3. Targeted beneficiaries of the Framework .....	3
4. Minimum and Recommended Tourism Infrastructure and Amenities .....	4
5. Implementation Mechanism .....	6
6. Implementation of the Framework .....	7
7. Additional Functions of the DSPS .....	8
8. Financial outlay .....	8
Annexure 1 - Case Study of a Model Tourism Site .....	9



## 1. Introduction

Meghalaya is endowed with lush green virgin forests, exquisite riverine systems, scenic undulating topography, and many natural wonders such as root bridges, under-ground tunnels, waterfalls, bio-diversity hotspots etc. all of which have the potential to cater to different categories of the tourist market.

Presently, majority of the tourist attractions and sites in the State are managed and maintained by a range of stakeholders such as village level committees, community groups and associations, Dorbar Shnong's etc. Only a handful of properties and sites are managed by the State government such as the Wards Lake, Orchid Lake Resort.

This poses a need for a unified framework which outlines the minimum and recommended amenities and service levels for an enhanced and memorable experience for the tourists visiting the sites and for sustainability of the sites. The Department of Tourism through this framework aspires to address this need and build further on it by the creation of a corpus fund with an institutional mechanism for undertaking various development works at the tourism sites and attractions.

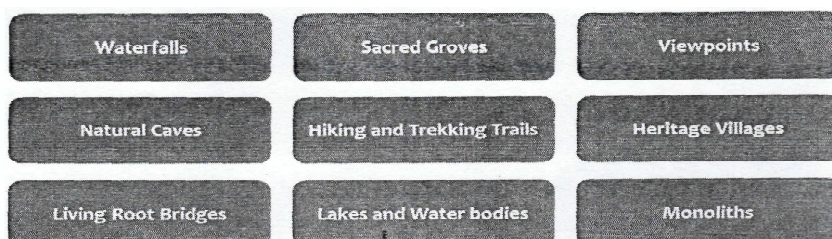
## 2. Objectives of the Framework

The Government of Meghalaya through this framework aspires to:

- a. Provide a unified framework outlining minimum and recommended services and amenities for tourists at various sites and attractions in Meghalaya.
- b. Upgrade and rejuvenate tourism sites and attractions through a corpus fund which could be leveraged by various community level entities in the tourism sector for development and upgradation works.
- c. Ensure sustainability of the tourism sites through adoption of best practices such as effective waste management practices and defining carrying capacity norms etc.
- d. Empower community level institutions involved in managing and maintaining tourist sites in the State with the financial and technical support required for them to fully realise the potential of the sites. This would enable them to drive tourist footfall, enhance revenue generation and ensure sustainability of the sites.
- e. Set up District Tourism Promotion Societies (DTPS) across each district which would act as the nodal agency for the implementation of this framework and to undertake activities and programmes relating to sustainable tourism development.

## 3. Targeted beneficiaries of the Framework

This framework is targeted towards community level institutions, village level committees, community groups and associations, Dorbar Shnong's etc (here on referred to as Tourism Site Management Committees TSMC's) involved in the management and maintenance of tourist sites and attractions in the state such as:



#### 4. Minimum and Recommended Tourism Infrastructure and Amenities

The minimum and recommended tourism infrastructure and amenities that should be made available at all tourism sites and attractions to ensure a memorable tourism experience and sustainability of the sites are listed below.

S.No	Components	Minimum Infrastructure and Amenities	Recommended Infrastructure and Amenities
1	Parking Areas	<ul style="list-style-type: none"> <li>The site should have designated parking areas for private vehicles, commercial vehicles, heavy vehicles light vehicles etc. with clear signages, illumination and access points</li> </ul>	<ul style="list-style-type: none"> <li>The parking area could be manned with security personnel and resources to guide the incoming tourist vehicles</li> </ul>
2	Tourist Information Centre	<ul style="list-style-type: none"> <li>The site should have a tourist information area where in tickets to the sites could be purchased.</li> </ul>	<ul style="list-style-type: none"> <li>Digital payments could be accepted across all commercial aspects of the site</li> </ul>
		<ul style="list-style-type: none"> <li>The rate card for entering the site should be clearly displayed with additional rates for videography/photography etc. The rates may vary for domestic and foreign tourists.</li> </ul>	<ul style="list-style-type: none"> <li>The tourist information centre could have booklets/pamphlets (free or at a nominal cost) detailing out the tourism site its history significance etc.</li> </ul>
		<ul style="list-style-type: none"> <li>The option of hiring trained tour guides should be made available at the information centres at a pre-determined rate and time.</li> </ul>	<ul style="list-style-type: none"> <li>Management, Guides, Staff could all have uniforms with their name and role clearly visible</li> </ul>
		<ul style="list-style-type: none"> <li>The Tourist Information centre should have one number designated as Helpline number for the Tourist spot and it should be displayed at all times in strategic locations.</li> <li>The State Helpline number should also be displayed along with the above helpline number.</li> </ul>	
3	Public Convenience	<ul style="list-style-type: none"> <li>Hygienic public convenience facilities should be made available near the entry plaza area of the site.</li> </ul>	<ul style="list-style-type: none"> <li>Clear signages, way finders and illumination could be installed at the location</li> </ul>
			<ul style="list-style-type: none"> <li>Housekeeping resources could be deployed for maintaining cleanliness of the facility.</li> </ul>
4	Souvenirs and memorabilia	<ul style="list-style-type: none"> <li>Souvenirs and memorabilia items made using locally available material should be made available for sale to the tourists.</li> </ul>	<ul style="list-style-type: none"> <li>A dedicated souvenir shop retailing various arts, crafts, memorabilia items etc. manned by professional retail staff could be made available</li> <li>Digital payments could be accepted</li> </ul>
5	Restaurants, Cafeterias, Tea Stalls	<ul style="list-style-type: none"> <li>Snacks and Beverages should be made available at single or multiple points at the sites.</li> </ul>	<ul style="list-style-type: none"> <li>Local cuisine items could be made available along with Indian, continental, pan Asian dishes</li> </ul>
			<ul style="list-style-type: none"> <li>Digital payments could be accepted</li> </ul>

S.No	Components	Minimum Infrastructure and Amenities	Recommended Infrastructure and Amenities
		<ul style="list-style-type: none"> <li>• Strict adherence to hygiene in receiving, storing, and cooking of food items.</li> </ul>	<ul style="list-style-type: none"> <li>• Strict adherence to HACCP/ISO/FSSAI norms and guidelines for sanitization and hygiene in receiving, storing, and cooking of food items.</li> </ul>
6	Seating Areas and Viewpoints	<ul style="list-style-type: none"> <li>• Subject to the area of the tourism site, single or multiple viewpoints and seating areas should be made available at spots onlooking the beauty of the site or surrounding area</li> </ul>	<ul style="list-style-type: none"> <li>• Illumination, signages and way finders could be installed at points leading upto the viewpoint</li> </ul>
7	Signages, branding and information boards	<ul style="list-style-type: none"> <li>• The site should have information boards placed in easy-to-read locations at vital locations of the site explaining the history, significance etc of the site.</li> </ul>	<ul style="list-style-type: none"> <li>• Digital Screens with informational videos, animations, interviews could be installed at vital locations</li> </ul>
		<ul style="list-style-type: none"> <li>• Do's and Don'ts should be installed at every crucial junction of the site</li> </ul>	<ul style="list-style-type: none"> <li>• Welcome and Thank you for Visiting Boards and Branding at the entry and exit points of the site.</li> </ul>
		<ul style="list-style-type: none"> <li>• Entry/exit signages etc.</li> </ul>	<ul style="list-style-type: none"> <li>• "You are Here" signages on the site map could be placed at various locations and junctions of the site subject to the size of the site .</li> </ul>
			<ul style="list-style-type: none"> <li>• Signages and way finders on approach roads leading upto the site/attraction</li> </ul>
8	Safety features	<ul style="list-style-type: none"> <li>• Sites such as caves, hiking trails etc. should have safety railings to minimize the risk of any accidents and incidents</li> </ul>	<ul style="list-style-type: none"> <li>• Management, Staff, guides etc. could utilise walkie talkies for effective communication, issue capturing and resolution</li> </ul>
		<ul style="list-style-type: none"> <li>• All mandated COVID -19 Protocols must be adhered to</li> </ul>	
		<ul style="list-style-type: none"> <li>• Lifeguards, life jackets etc. should be made available at sites at waterbodies</li> </ul>	
		<ul style="list-style-type: none"> <li>• Special areas should be demarcated for recreational swimming if permitted at water bodies.</li> </ul>	
		<ul style="list-style-type: none"> <li>• Prohibited activities and danger signages should be appropriately placed</li> </ul>	
9	Dustbins and Waste Management System	<ul style="list-style-type: none"> <li>• Dustbins should be installed/placed at all crucial locations of the site.</li> </ul>	<ul style="list-style-type: none"> <li>• Garbage collection points could be designated at back of house locations.</li> </ul>
			<ul style="list-style-type: none"> <li>• Waste generation could be minimized as much as possible by utilising re-usable materials, cloth bags instead of plastic bags etc.</li> </ul>
			<ul style="list-style-type: none"> <li>• A proper waste management system must be put in place</li> </ul>
			<ul style="list-style-type: none"> <li>• Segregation of waste material – liquid, solid, recyclable, organic waste etc.</li> </ul>

S.No	Components	Minimum Infrastructure and Amenities	Recommended Infrastructure and Amenities
10	Illumination	<ul style="list-style-type: none"> <li>The site should be well illuminated specially pathways and walking routes</li> </ul>	<ul style="list-style-type: none"> <li>Solar Lighting and illumination could be adopted where possible</li> </ul>
11	First Aid	<ul style="list-style-type: none"> <li>Staff and management of the site should be trained in basic first aid procedures</li> </ul>	<ul style="list-style-type: none"> <li>The site could have tie ups with local hospitals in the area</li> <li>Basic first aid kit and equipment could be made available at the site</li> </ul>
12	Security	<ul style="list-style-type: none"> <li>The sites should have adequate number of personnel to ensure tourist safety and security.</li> <li>List of prohibited items should be displayed clearly at the entry points</li> </ul>	<ul style="list-style-type: none"> <li>The entry to the site could have DFMD's or HHMD's</li> <li>The site could have CCTV cameras</li> <li>Tourist locker rooms could be made available for temporary storage of items</li> <li>Fire Extinguishers could be installed at various locations of the site</li> <li>An emergency evacuation plan could be in place</li> </ul>
13	Others	<ul style="list-style-type: none"> <li>Local taxi service providers should be on call and available</li> </ul>	<ul style="list-style-type: none"> <li>The site could be Wi-Fi Enabled</li> <li>ATMs could be made available with leading banks</li> <li>Feedback should be solicited from the visitors post their visit through online feedback at portals and platforms and physical forms.</li> </ul>
14	Sustainability	<ul style="list-style-type: none"> <li>All sites should have defined carrying capacity norms and should be adhered to.</li> <li>Imposition of fines for littering to be notified by the respective Deputy Commissioners</li> <li>Engagement of community level volunteers to act as ushers, monitors, and guards</li> <li>All retail outlets at the tourism sites and attractions shall utilise recyclable carry bags instead of plastic bags.</li> </ul>	<ul style="list-style-type: none"> <li>Details of carrying capacity norms could be uploaded on the Meghalaya Tourism Mobile Application for making bookings and to monitor capacity at the sites</li> <li>The tourist sites/attractions and its vicinity should be declared as plastic free zones</li> </ul>
<b>Annexure 1 - Case Study of a Model Tourism Site</b>			

### 5. Implementation Mechanism

District Tourism Promotion societies shall be established in each district which shall be not for profit societies registered under the society registration act, 1860(model memorandum of association for setting up the DTPS enclosed in Annexure 2.)

The District Tourism Promotion Societies (DTPS) shall be constituted at each district with the following members:

S.No	Members	Designation
1	Deputy Commissioner	Chairman
2	Additional Deputy Commissioner	Member
3	Superintendent of Police	Member
4	District Tourism Officer	Member Secretary

S.No	Members	Designation
5	Relevant Departmental officials as notified by Deputy Commissioner	Member
6	Representatives from TSMC's as notified by the Deputy Commissioner	Member
7	Any other related stakeholders	Member

The DTPS shall be primarily responsible for the implementation of this framework.

## 6. Implementation of the Framework

This implementation shall follow the below mentioned steps:

### 1. Identification of all Tourism Sites and Attractions in the State

The DTPS shall create a database of all existing tourist sites and attractions in their districts and their present compliance levels to the minimum and recommended infrastructure and amenities. The same shall be uploaded on the Department of Tourism Portal

### 2. Sensitisation Workshops

The DTPS shall conduct workshops across their respective districts with all TSMC's of the identified tourism sites and attractions. Through the workshops the TSMC's shall be apprised of this framework, its objectives, process, and overall benefits.

### 3. Invitation of Proposals

The DTPS shall solicit proposals from the identified TSMC's for meeting the minimum infrastructure and amenities compliance requirements as outline in this framework.

### 4. Proposal Evaluation

The DTPS shall undertake preliminary evaluation of the proposals received. Proposals that are aligned with making the tourism sites compliant to the minimum and recommended infrastructure and amenities shall be prioritised and recommended to the Department of Tourism for allocation of Funds.

### 5. Uploading of Proposals on DoT portal

The applications received from various TSMC's would need to be uploaded on the Meghalaya Tourism Website for processing and sanction.

### 6. Proposal Sanctioning

The Department of Tourism shall evaluate the recommended proposals and sanction funds to the DTPS for onward release to the TSMC's

### 7. Release of Funds

The Department of Tourism post review of the proposals recommended by DTPS shall decide the quantum of the funds to be released to the respective DTPS.

### 8. Signing of Agreement

The DTPS, before release of the funds, shall enter into an agreement with TSMC's to ensure compliance, sustainability, and efficient usage of funds.

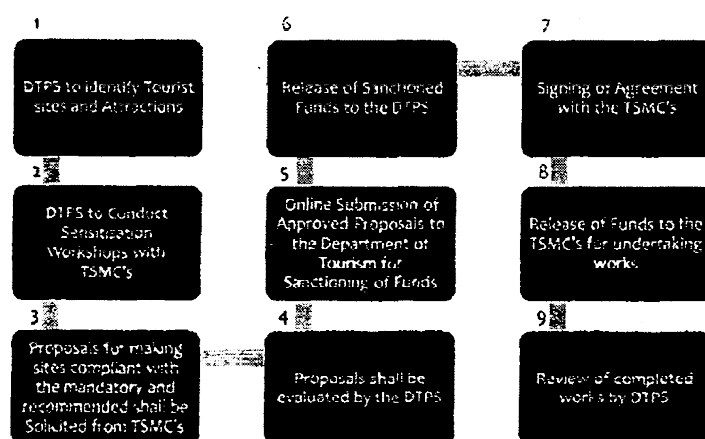
### 9. Release of Funds to TSMC's

Post signing of the agreements with the TSMC's, part funds shall be released by the DTPS to the TSMC's. Post submission of utilisation certificates the balance funds shall be released

### 10. Review of Works

The DTPS shall periodically inspect and review the works being undertaken by the TSMC's.





## 7. Additional Functions of the DTPS

- a. Planning and implementation of localised programmes relating to tourism promotion
- b. Creation and maintenance of a database of all the tourist sites and attractions in the districts. Database to be developed in done in conjunction with the Department of Tourism. An online dashboard may be created by the Department of Tourism
- c. Assessment of maximum and average carrying capacity of the tourism sites and attractions.
- d. Development of sites and locations that do not have identified tourism management committees
- e. Planning and organisation of tourism festivals, events, and programmes
- f. Implementation of innovative solutions relating to sustainable management of tourist sites and attractions
- g. Planning and organisation of upskilling programmes and workshops for TSMC's
- h. Implementation of future tourism development and promotion schemes as notified by the Department of Tourism from time to time.

## 8. Financial outlay

The Department of Tourism shall create a budget head for the implementation of this framework. There shall be two components for funding under this framework:

### a. Component 1

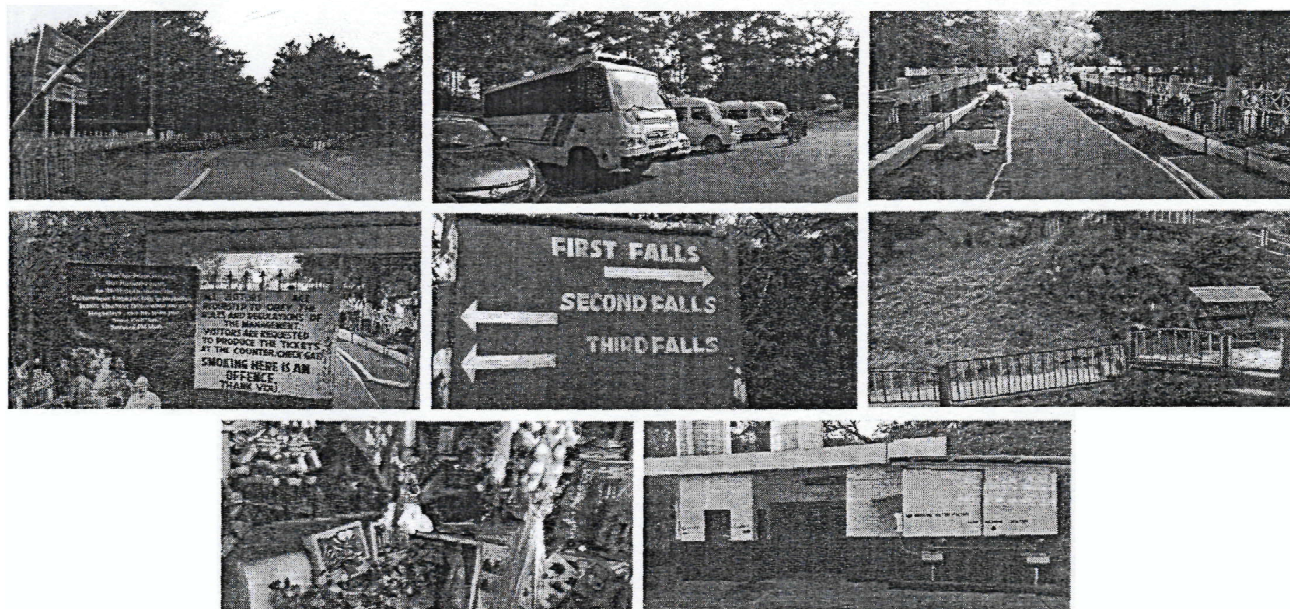
Funding for TSMC's through DTPS for achieving minimum standards of tourist infrastructure and amenities as per this framework.

### b. Component 2

Annual grant for DTPS's for undertaking sustainable tourism development activities and programmes as listed at section 7 of this framework. Works upto INR 1.00 Lakhs may be directly sanctioned by the DTPS. Works costing over INR 1.00 Lakhs would require the approval of the Nodal Department

### Annexure 1 - Case Study of a Model Tourism Site

The Elephant falls in Shillong is managed and operated by the San Shnong Youth Welfare Organisation (SSYWO) meets majority of the minimum tourist infrastructure and amenities as outlined in this framework.



Elephant Falls, Shillong compliance status:

S.No	Components	Minimum Infrastructure and Amenities	Compliance Status
1	Parking Areas	• Designated Parking Areas	✓
2	Tourist Information Centre	• Ticket Counter and rate card display	✓
	Public Convenience	• Hygienic public convenience facilities	✓
		• Signages and Way Finders	✓
		• Housekeeping Staff	✓
4	Souvenirs and memorabilia	• Souvenirs and Retail Shops	✓
5	Restaurants, Cafeterias, Tea Stalls	• Restaurants, Cafes, Tea Stalls	✓
6	Seating Areas and Viewpoints	• Viewpoints	✓
7	Signages, branding and information boards	• Information Boards	✓
		• Do's and Don'ts information	✓
		• Entry/exit signages etc.	✓
8	Safety features	• Covid 19 Protocols	✓
		• Warning and Danger Signages	
9	Waste Management System	• Dustbins	✓
10	Illumination	• Lighting and illumination	✓
11	First Aid	• First aid facilities	✓
12	Security	• Security Volunteers	✓
		• List of prohibited items	✓
13	Others	• Local taxi on call	✓
		• Feedback system	✓
14	Sustainability	• Carrying capacity Norms	✓